


# Reopen a Submission

## Reopen and Resubmit a Submission

	<p><i>Once you have reopened a submission, you can modify and resubmit it to DOE. Please note, however, that once reopened, a submission will no longer be considered by DOE until you resubmit it.</i></p> <p><i>Also, once the due date has passed, you WILL NOT be able to make the resubmission to DOE.</i></p>
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You can reopen a submitted Preproposal, Letter of Intent, or Proposal (only for lab and interagency Proposals submitted in PAMS); modify it; and resubmit it **before the due date** of the original submission. Follow the steps below to reopen a submission:

1. Click the **Proposals** tab.
2. Click the **View My Existing Letters of Intent**, **View My Existing Preproposals**, or **View My Existing Proposals** link to navigate to the respective list.
3. From the *My Letters of Intent*, *My Preproposals*, or *My Proposals* page, click the **Action** link.
4. Click the **Reopen Preproposal**, **Reopen Letter of Intent**, or **Reopen Proposal** link to reopen a submission that has already been submitted to DOE.
5. Edit the Preproposal, Letter of Intent, or Proposal, as required, and resubmit it to DOE using the options at the bottom of the page.